

P/PC-15
Chen

ROUTING AND RECORD SHEET

SUBJECT: (Optional)

FROM:

Director, Foreign Broadcast
Information Service

EXTENSION

NO.

FBIS-0368/85

STAT

DATE

30 August 1985

STAT

TO: (Officer designation, room number, and building)

DATE

RECEIVED

FORWARDED

OFFICER'S
INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1. Deputy Director for
Science and Technology
Room 6E45, Headquarters

2.

3.

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FYI, in case anyone asks, we
have been helping Bob Magee to
get his "ethnic recruitment"
underway.

D/FBIS

95-2506

AUG 27 1985

MEMORANDUM FOR: Director, Foreign Broadcast Information Service

FROM : Robert W. Magee
Director of Personnel

SUBJECT : Letter of Appreciation

STAT 1. On behalf of the Office of Personnel, I wish to express my appreciation to [] and the personnel of the Translation Services Staff.

STAT 2. The Office of Personnel has recently embarked on an ethnic recruitment program. As part of this effort it was necessary to have an advertisement translated into 13 different languages. Not only did [] and her staff respond very quickly to this request, but the translations were done in such a precise manner that it enabled our advertising agency to typeset the ad for publication with comparative ease. As a matter of fact, it was able to set the Chinese and Japanese translations into camera-ready copy directly from the translation itself, saving us additional time and expense.

STAT 3. Please convey my appreciation to [] and her staff for a very fine job.



Robert W. Magee

John: Maybe we'll get you some recruits from all this. B.